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# Office Memorandum • UNITED STATES GOVERNMENT

TO : Deputy Director, Training (General)  
FROM : Chief, Intelligence Training Division  
SUBJECT: Weekly Report

DATE: 13 August 1953

Submitted herewith is the report for the week ending 13 August:

1. BIC (I) No. 11 will close on Friday. BIC (I) No. 12 will at that time move from [ ] to Alcott Hall.

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2. [ ] will leave the staff of the Intelligence School on 14 August, for a position on one of the DD/P Staffs. His departure and that of [ ] a few weeks ago have left the Intelligence School staff below the number needed for effective training. I will shortly submit a memorandum about our instructor situation.

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3. The Reading Improvement Branch currently has 152 trainees enrolled in nine training courses. A Reading Improvement Course for provisionally cleared personnel will start 17 August 1953.

4. The one week of advanced training proved beneficial to the outstanding readers in BIC (I) No. 11. It is planned to develop more training material and increase the length of the course to two weeks when it is offered again.

5. The first Reading Analysis Program for the ORR Reading Panel is tentatively scheduled for September. There is a considerable amount of background work and test development to do on this project before it is offered.

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6. In case the Director of Training is in the vicinity of [ ] on his travels, [ ] would be interested in knowing if the material supplied by the Reading Improvement Branch is being used. Over \$500 worth of material was sent over in June, 1952, and an extension of the loan was requested eight months ago.

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OTR/HMS:sad

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